

## Flowcharts and Activity/Outcome Changes – Release 503 dated Jan. 2003

A supply of revised flowchart pages will be mailed to each Farm Loan Chief in each State Office once the budget is passed.

Flowcharts have been revised to be identified numerically, instead of in Roman numerals. This change was made in anticipation of the new web agcredit which will be released at a later date. The changes were made in the titles as well as all Transfer Boxes.

Once the charts are received, remove ALL pages and insert a whole new set of charts.

Summary of Revisions Made to Charts and MAC Agcredit:

### Chart 3 90-Day Past Due Borrower

- Box M, CBW311 – New outcome 3 “No payment made but B still in default; Continue with offset”. This outcome was added for users to select when the due date comes due, and the borrower is to remain on the offset list.
- Box AF, CBS319 – Activity name revised to read “Initiate Liquidation/Legal Action”. Outcome 1 was revised, Outcomes 2 and 3 were obsoleted, and added outcomes 4, 5, 6, and 7. This change was made to better track R/E and chattel liquidations, and when no security is remaining.
- Box AG, CBW312 – Activity and outcomes revised to be more generic for tracking the time waiting on authorization to liquidate vs waiting on a foreclosure judgement.
- New Box AH, new Activity Code CBW315, “Wait for Deficiency Judgment to be Approved”, and 2 new outcomes. This activity was added to track the judgment process and once approved, goes to activity code “JUDGMNT” to monitor judgments. Prior to this change, the only way to get to JUDGMNT was to “OTHER”.
- Because of a new Box AH being added, all Activity Boxes from the old AH on, were re-lettered accordingly as well as any affected transfer boxes.
- Box AM (formerly AL) CBD301, was revised to add CNC to the activity description. Also, Transfer Boxes for Outcomes 1 and 3 were revised to transfer to new activity CLS306 of Chart 9 to Send Exhibit F of 1955-A when no security remaining.

### Chart 4 Borrower in Non-Monetary or Monetary and Non-Monetary Default

- Box G, CGS301, Outcomes 3 and 4 were obsoleted as they were the same as Outcomes 1 and 2.

### Chart 9 Debt Settlement (**Now that CNC activities are available, county offices should remove the CNC cases from Suspense and edit back to the approval of the debt settlement and track forward up to CLT301.**)

- Chart 9 was completely revised to provide activities for Sending Exhibit F of 1955-A and processing CNC's. This affected all activities and a majority of transfer boxes.
- New Activity Codes Box A-CLS306, Box B-CLW309, Box C-CLS307, Box D-CLW310 for sending Exhibit F of 1955-A certified mail and/or regular mail.
- Box H (formerly Box D) CLW306, was revised to add missing Outcome 5 to track approved adjustment offers, and added a new outcome 6 to track approved CNC's.
- Box O, (formerly Box H) CLW305, was revised to add a new outcome 3 and revise outcome 2 to allow for sending Exhibit F of 1955-A when applicable.
- New Box L, and new Activity CLT301 “CNC Referred to Treasury for Cross-Servicing” for tracking CNC borrowers and Treasury's collection results, return of case file to agency, etc.

Chart 11 Conservation Contract

- Box N COW301 description and outcome 3 was revised to specify the Exhibit F of 1951-S is a preliminary offer based on estimated conservation contract figures.

Chart 12 Primary Servicing and Buyout

- Box S “CSW304” – added statement “Multiple Outcomes May be Chosen”. Also revised Outcome 2 to indicate that B does not return Exhibit E or Only requests copy of appraisal. Also added Outcome 11 to track when borrower request Conservation Contract from Exhibit E.
- Box AA CSC306 and Box AB CSS324 outcomes were revised and new outcomes added to specify whether buyout is being offered or not. If buyout is offered, a timeclock will be generated to track the 90-day timeframe the borrower has to complete the buyout. This will remedy the previous problem with CSNR301 “Wait on B to Complete Buyout” being generated everytime Exhibit 5A and 6A were sent even if a buyout was not offered.

Chart 16 Pre-Acquisition Leaseback (For cases prior to April 1996)

- Box F, LPDT305, Outcome 1, Transfer Box was revised from AL to AM of Chart 3 because of Chart 3 changes.

Chart 17 Pre-Acquisition Buyback

- Box H, BPDT305, Outcome 1, Transfer Box was revised from AL to AM of Chart 3 because of Chart 3 changes.

Chart 19 Homestead Protection Notice Pre-Acquisition Eligibility

- Box Q, HPDT308, Outcome 2, Transfer Box was revised from AL to AM of Chart 3 because of Chart 3 changes.

Chart 21 Homestead Protection Post Acquisition Notice

- Box E, HADT301, Outcome 1, Transfer Box was revised because of Chart 9 changes.

Other Revisions to AGCREDIT

Timeclocks

- Five timeclocks were added to track the 60-day timeframe the borrower has to submit a complete application. These timeclocks are CZT301, CZT302, CZT303, CZT304, CZT305. A timeclock will be generated once the borrower accepts the certified mail package or the regular mail package is sent. These timeclocks will have to be manually completed, (which is different than how timeclocks were used on the 3B2). These timeclocks are necessary to track the 60-day timeframe in cases where the borrower provides an incomplete application prior to the 60-day timeframe. Having the timeclock, the deadline will always be available. NOTE: When New Branches are used to track multiple packages to different liable parties, the timeclock will be generated each time. Users will need to END all but one timeclock.
- A new timeclock was added CZT306 to track the 90-day timeframe the borrower has to complete a buyout.